While reviewing an encoded degree audit, you may notice a requirement is not yet met due to an outstanding grade:

**Economics MA: Electives & Internship**  
For students completing Final MA.

<table>
<thead>
<tr>
<th>Qtr</th>
<th>Course Name</th>
<th>Credits</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>AU19</td>
<td>ECON 601 INTERNSHIP</td>
<td>3</td>
<td>CR</td>
</tr>
</tbody>
</table>

However, looking at the bottom of the audit, I see another course with a grade that could be substituted:

**COURSES NOT ASSIGNED to REQUIREMENTS**  
The following courses have been completed, but have not been assigned to a requirement. Courses taken after you satisfied the minimum requirement, see your adviser.

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<th>Course Name</th>
<th>Credits</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>SP19</td>
<td>ECON 591 MICROECON OF DVL</td>
<td>3</td>
<td>3.7</td>
</tr>
</tbody>
</table>

1. First, I must reject the AUT18 ECON 572 course. I check the PSNAME to reject an elective, in the DARS exception site:
2. Then, in MGP > Exceptions > Reject a Course From Requirement

DEGREE LEVEL
Masters

TEMPLATE
Reject a course from a requirement

Template Description

Pseudo name (PSNAME) *
ECON21EL-R

Comment displayed on audit
Reject ECON 572

Internal comment

Course
ECON 572 - INTERNATL FINANCE - Seattle

First term quarter
Autumn

First term year
2018

Last term quarter
Autumn

Last term year
2018

Authorization date

Authorization name

* required field

3. Now, I will "Allow a Course to Count Toward a Requirement" to substitute in ECON 591. I will use the PSNAME for "allow a different course."

DEGREE LEVEL
Masters

TEMPLATE
Allow a course to count toward a requirement

Template Description
Use to allow a course that is not currently counting towards a requirement to be counted.

Pseudo name (PSNAME) *
ECON21EL

Comment displayed on audit
Allow ECON 591

Internal comment

Course *
ECON 591 - MICROECON OF DVL - Seattle

First term quarter
Spring

First term year
2019

Last term quarter
Spring

Last term year
2019

Authorization date

Authorization name

* required field

4.
5. Refresh the degree audit to confirm the two exceptions worked:

2) Electives: Max two courses 500-level and above may be taken completed see student handbook for details. Courses used to note: Allow ECON 591

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<tbody>
<tr>
<td>AU18</td>
<td>ECON 532 EMPIRICAL IND ORG I</td>
<td>3</td>
<td>3.8</td>
</tr>
<tr>
<td>AU18</td>
<td>ECON 583 ECONOMETRIC THY I</td>
<td>3</td>
<td>3.0</td>
</tr>
<tr>
<td>WI19</td>
<td>ECON 584 ECONOMETRIC THY II</td>
<td>3</td>
<td>3.5</td>
</tr>
<tr>
<td>WI19</td>
<td>ECON 590 ECON IN TRANSITION</td>
<td>3</td>
<td>3.6</td>
</tr>
<tr>
<td>WI19</td>
<td>ECON 594 ECONOMIC GROWTH</td>
<td>3</td>
<td>3.8</td>
</tr>
<tr>
<td>SP19</td>
<td>ECON 525 COMPUTATIONAL ECON</td>
<td>3</td>
<td>4.0</td>
</tr>
<tr>
<td><strong>SP19</strong></td>
<td><strong>ECON 591 MICROECON OF DVL</strong></td>
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